

SOUTHERN RAILWAY
APPLICATION FOR CHILD CARE LEAVE

Authority: Railway Board's letter No.E(P&A)I-2008/CPC/LE-8
(RBE No.158/2008 & PC. VI/No.38 dt:23/10/2008)

1	Name (In Block Letters)	
2	PF no.	
3.	Designation & Station	
4.	Purpose of leave	
5.	No.of days applied for	
6.	Period of Child Care Leave applied	From To
7.	Name of Child/Ward	
8.	Date Of Birth of Child	
9.	Whether the child is eldest or 2 nd eldest	
10.	School & Standard in which studying	
11.	Child Care Leave availed earlier? If so details thereof(Total days availed)	
12.	Any other information to be furnished	
13.	Address during leave with Telephone No	

DECLARATION

I,Smt.....do hereby declare that the particulars furnished above are correct and I am aware that, if at any stage the information furnished above is found false I would be liable to be taken up under DAR apart from debiting the LAP duly recovering the overpayment involved.

Date:

Place:

Signature of the employee

Forwarded to DPO/MDU for necessary action. Name of the Child shown above with date of birth have been verified with Family Composition Register of the current year & found correct.

Date:

Place:

Signature of the Immediate Supervisor

For Office Use.

Period of Child Care Leave Taken		Balance of Child Care Leave		Signature & Designation of the Certifying Officer.
From	To	Balance	Date	